



WINCANTON TOWN COUNCIL

Due to Covid restrictions, any member of the public wishing to attend this meeting please book a space via the Clerk townclerk@wincantontowncouncil.gov.uk

EVACUATION PROCEDURE

When the continuous alarm sounds, you must evacuate the building by the exit. and proceed downstairs to outside of the Bear Inn.

THIS MEETING MAY BE FILMED OR RECORDED

To Councillors: Atherton, Shelbourn Barrow (Chairman), Cole, Dix, Ellard, Greening, Hix, Olds, Power, Ralph, Smith, Thomas, Tudgay (Vice Chairman), Vagg and Walters

YOU ARE HEREBY SUMMONED TO A FULL COUNCIL MEETING TO BE HELD IN THE TOWN HALL ON TUESDAY 1ST JUNE 2021 AT 7.00PM

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability) Crime & Disorder, Health & Safety and Human Rights.

Members are also reminded of their obligations to declare their interest under the Code of Conduct as defined by regulations made under section 30(3) of the Localism Act 2011 and consideration of requests for Grants of Dispensations in respect of Disclosable Pecuniary interests.

Jo Swift
Locum Clerk
25th May 2021

PUBLIC PARTICIPATION

Before the meeting, the Chair may allow a public session to enable people to ask questions of the Council and make comments, in accordance with Standing Orders 3e and 3h. Questions are directed to Council and should be restricted to matters on the agenda. Members of the public are not to verbally abuse or harass a member of the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

AGENDA

1. APOLOGIES

To receive any apologies for absence and to approve the reasons given (LGA 1972 s85 (1)).

2. DECLARATION OF INTEREST

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Wincanton Town Councils Code of Conduct (adopted on 23rd September 2019).

3. MINUTES OF PREVIOUS MEETINGS

That the Minutes of the Town Council meeting held on 24th April 2021 and 4th May 2021 are approved as a correct record and signed by the Chairman.

4. NUMBER OF MEMBERS APPOINTED TO COMMITTEES

It is best practise for there to be a specific number of members appointed to each committee included in the Terms of Reference, the following 3 committees do not specify a number therefore this needs to be considered and agreed upon.

Finance and General Purposes, Open Spaces and Town Hall Regeneration committees.

5. TERMS OF REFERENCE FOR THE PERSONNEL COMMITTEE

To approve the Terms of Reference for the Personnel Committee.

6. APPOINTMENT OF MEMBERS TO COMMITTEES

To approve the appointment of members to committees.

Note that the appointment of the Chairmen to these committees will be done at the first meeting of the committee.

Committees:

Finance and General Purposes

Open Spaces

Personnel (5 members)

Planning (7 members)

Town Hall Regeneration

Car Park committee (5 members)

Where more members have put themselves forward for appointment to a committee than there are spaces a vote will be taken – where none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. A tie in votes may be settled by the casting vote exercisable by the chairman of the meeting.

7. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND WORKING GROUPS

To note the appointment of representatives outside bodies and working groups (attached).

Those appointed to a working party are for the duration of the task/project and must end when completed.

8. DELEGATED POWERS

That the Council delegates authority to the Clerk in consultation with the Chairman and Vice Chairman/Mayor and Deputy Mayor to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity,

informed by consultation with the members of the council. The scheme of delegation will be reviewed no later than September 2021 (report no.1)

9. RISK ASSESSMENT

To approve the risk assessment in respect of face-to-face meetings.

10. FILMING PROTOCOL POLICY

To adopt the filming protocol policy.

11. PLANNING APPEAL APP/W/20/3259421 LAND TO THE EAST OF PENN VIEW BAYFORD HILL, WINCANTON

To consider and approve a statement for the planning appeal meeting, to be read out at the appeal hearing on the 8th June 2021.

12. LOCAL GOVERNMENT PENSION SCHEME

At the Town Council meeting held on 11th November 1996 it was agreed for the Town Clerk and the Groundsman to be admitted to the Local Government Pension Scheme. LGPS have advised that a further resolution is required to admit any other staff roles.

13. EXCLUSION OF PRESS AND PUBLIC

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted - to staffing matters.

14. RECRUITMENT (report no.2)

- (a) To note the appointment of an Administration Officer as detailed in the report.
- (b) To approve the appointment of the Town Clerk as detailed in the report.
- (c) To approve the delegated powers for the Staffing Committee as detailed in the report.